

ADOPTION CHECKLIST
INDEPENDENT OR AGENCY PLACED ADOPTIONS

Before petition is filed, these documents must be filed: (if needed to be filed)

- ☐ Petition to waive pre-placement investigation (file fee is: \$2.50 per pg;)
- ☐ Order (\$12.00 MH; \$.25 micro)
- ☐ Request for pre-placement investigation (and \$10.00 Img.)
- ☐ Order
- ☐ Petition to waive 30-day filing requirement
- ☐ Order
- ☐ Consent of natural parent (signed before Judge)

Before petition is filed, these documents may be filed:

- ☐ Petition for pre-approval of fees (file fee is: \$2.50 per pg; \$12.00 MH)
- ☐ Order (and \$10.00 Img.)

AT FILING OF PETITION WE NEED:

- ☐ Petition for adoption (If placed by natural parent, must be filed within 30 days of child's placement).
- ☐ Birth Certificate or affidavit
- ☐ Preplacement report or waiver of preplacement investigation
- ☐ Interlocutory Decree

PRIOR TO DISPOSITIONAL HEARING:

- ☐ Post-placement report
- ☐ Consent of birth mother or agency (preferable filed with petition)
- ☐ Consent of birth father or agency (preferable filed with petition)
- ☐ Petition for approval of fees
- ☐ Order approving fees
- ☐ Affidavit of birth mother & father (no money received)
- ☐ Affidavit of petitioners (no moneys paid without court approval)
- ☐ Affidavit of petitioners showing all moneys paid in connection with adoption
- ☐ Proof of notice where actual parental consents not obtained
- ☐ Petitioner's notice of hearing to State DHR (certified mail) must be received 30 days prior to dispositional hearing.
- ☐ Proof of notice to DHR by filing green card with Court.
- ☐ Certified Birth Certificate
- ☐ Final Decree
- ☐ Report of Adoption VS-17
- ☐ \$25.00 check (Payable to the State Board of Health)